

MOSQUITO FIRE PROTECTION DISTRICT

MINUTES

Regular Meeting **Thursday, April 9, 2015** **7:00 pm**

Mosquito Station #75, 8801 Rock Creek Road, Placerville, CA 95667

1. **Call to Order/Roll Call/Announcement of Quorum.** Meeting called to order at 7pm. In attendance were Directors K. Joseph, N. Foley, T. Stuart, M. Martini and M. Hoffman. Also in attendance was M. Joseph.
2. **Approval of Agenda.** Adoption of Resolution 15-03 was removed from item 7.4 pending adoption of the 2015-2019 Capital Improvement Plan. N. Foley motioned to approve the agenda as amended, 2nd by T. Stuart. Motion carried.
3. **Approval of Amended Minutes from February 12 Regular Meeting.** N. Foley motioned to approve, 2nd by T. Stuart. Motion carried.
Approval of Minutes from March 12 Regular Meeting. N. Foley motioned to approve, 2nd by M. Martini. Motion carried.
Approval of Minutes from March 28 Budget Workshop. M. Martini motioned to approve, 2nd by T. Stuart. Motion carried.
4. **Public Comment.** Public heard: D. Rood.
5. **Fiscal Items:**
 - 5.1 **Approval of Treasurer's Report.** N. Foley motioned to approve, 2nd by M. Martini . Motion carried.
 - 5.2 **Review & Approve Expenditures for 3-31-15.** N. Foley motioned to approve, 2nd by T. Stuart. Motion carried.
6. **Informational Items:**
 - 6.1 **Correspondence & Communications.** None offered.
 - 6.2 **District Status Report.** Received and filed.
7. **Agenda Items:**
 - 7.1 **Discuss and Determine Date for May 2015 Regular Board Meeting.** The board agreed that in order to have the full board attend the next two regular meetings it was necessary to reschedule the May 2015 for Tuesday, May 26 @7pm and reschedule the June 2015 meeting for Saturday, June 13 @ 10:00 am.

- 7.2 Update on FY 2015-2016 Budget Workshop.** Director Foley thanked those who attended and contributed to the workshop on March 28th. K. Joseph stated that it was a very productive effort by the entire board resulting in a draft preliminary budget. There will be another workshop to develop the preliminary budget for submission to the EDC Auditor's office.
- 7.3 Review and Adopt Resolution 15-02; Criminal History Information and Analysis.** N. Foley stated that the language in the resolution was amended to include a Federal level of criminal history because of the type of Emergency Medical Services the District provides. M. Martini motioned to approve, 2nd by T. Stuart. Motion carried.
- 7.4 Review and Adopt Resolution 15-03; Capital Improvement Plan.** Item tabled.
- 7.5 Approval of Adjustments to 2014-2015 Budget.** M. Martini motioned to approve adjustments in Account 1940-Misc Income per policy 2-04. The motion was 2nd by T. Stuart and carried.
- 7.6 Discuss Home Depot Carpet Quote.** M. Hoffman presented more quotes with additional savings on carpet and laminate for the station stairs and training room. The board will consider the project at the budget workshop.
- 7.7 Review and Revise Policy 3-1-01 – Chief Job Description.** N. Foley motioned to approve revising the job description to include the requirement of a Class C with Firefighter Endorsement, DMV license and a Class B DMV license as desirable. M. Martini 2nd the motion. Motion carried.

- 8. Director Items: (Informational Only).** N. Foley stated that she is dispelling the rumor that the selection of the Chief candidate was done with ethnic bias. She iterated that the most qualified candidate was selected by a fair and thorough process.

K. Joseph reported that the Chief hiring process is almost complete with the background check and contract language being wrapped up during the closed session portion of this meeting. He further stated that it would be desirable to put an interim contract in place that transitions into a permanent contract, allowing the candidate time to transition into the job. The board anticipates hiring the selected candidate in approximately two weeks.

- 9. Closed Session: Complete District's Fire Chief Contract, Discuss Employee Salaries and Benefits and Staffing.** The regular meeting adjourned at 7:54 pm and convened to closed session at 8:15pm.

The Board discussed background investigation results and voted unanimously to move forward with an offer and contract for the selected candidate.

The Board further discussed proposed contract language and established a baseline contract.

A part-time option was discussed and established for an interim timeframe to allow for transition into the job.

With Firefighter Markgraf leaving MFPD to pursue a firefighting career with the USFS the Board made a decision to hire a seasonal firefighter through the current budget year. A firefighter was identified and an offer will be extended.

A discussion of salary and wage was postponed until the budget workshop scheduled for June.

The closed session adjourned to regular session at 9:50 pm.

10. Adjournment: 9:50 pm